



Science & Technology Entry Program  
Monroe Community College



-- Apply to MCC STEP --

The application process for the STEP program involves paperwork for you and your parent(s)/guardian(s), an essay, and teacher recommendations. Once we receive your complete application packet, STEP will send a recommendation form to your school counselor and will collect your academic information (transcript, report card, schedule, etc.). Finally, if you meet program qualifications, a member of the STEP staff will contact you to arrange an interview. Following the interview, you will be notified about the determination of your fit with the program. (NOTE: You will not be an official member of STEP until the application/admissions process is complete.)

Spaces in the STEP program are limited and acceptance may be competitive depending on the pool of applicants and the timing of your application. However, once you are accepted to the STEP program, you are considered part of the program until you graduate from high school, no longer meet program requirements, or decide to leave.

You are encouraged to get your application in early and to contact the STEP office with any questions. We look forward to hearing from you.

**The following materials should be submitted by the student:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Important Data Form                                | <input type="checkbox"/> Permission 2006-2007 Form                        | <input type="checkbox"/> MCC/STEP Photo ID Card  |
| <input type="checkbox"/> Economic Eligibility Form<br>(for some applicants) | <input type="checkbox"/> Letter of Agreement &<br>Responsibility Contract | <input type="checkbox"/> Student Interest Survey |
| <input type="checkbox"/> Information Release Form                           | <input type="checkbox"/> Code of Conduct Contract                         | <input type="checkbox"/> Student Essay           |
| <input type="checkbox"/> Media Release Form                                 |   |  |

**To be submitted by teachers:**

- |   |  |
|---|--|
| <input type="checkbox"/> Teacher Recommendation I | <input type="checkbox"/> Teacher Recommendation II |
|---|--|

**STEP will send a Recommendation Form to your Counselor along with a copy of the signed "Information Release Form."**

**To be submitted by counselor:**

- |   |  |
|---|--|
| <input type="checkbox"/> Counselor Recommendation | <input type="checkbox"/> Transcript, Report Card, Schedule, etc. |
|---|--|

Please mail application to:  
Science & Technology Entry Program  
Monroe Community College, Damon City Campus  
228 East Main Street, Suite 5222  
Rochester, NY 14604  
Phone: 585.262.1673 Fax: 585.262.1680 E-Mail: [daugustine@monroecc.edu](mailto:daugustine@monroecc.edu)